

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: **COUNTY FACILITIES**

DATE: **AUGUST 21, 2007**

Committee Members Present:

Supervisors Haskell
O'Connor
F. Thomas
Champagne
VanNess
Geraghty
Girard

Others Present:

William Lamy, DPW Superintendent
Frank Morehouse, Superintendent, Buildings
and Grounds
Jeffrey Tennyson, Deputy Superintendent/
Environmental Engineering Services
Judy Johnson, Fiscal Manager
Hal Payne, Commissioner of Administrative
and Fiscal Services
Joan Sady, Clerk
JoAnn McKinstry, Deputy Commissioner of
Administrative and Fiscal Services
Nicholas Caimano, Budget Officer
Supervisor Belden
Supervisor Gabriels
Supervisor Mason
Dave Strainer, Town of Queensbury
Nicole Livingston, Deputy Clerk

Mr. Haskell called the meeting of the County Facilities Committee to order at 11:09 a.m.

Motion was made by Mr. Girard, seconded by Mr. F. Thomas and carried unanimously to approve the minutes of the previous County Facilities Committee meeting, subject to correction by the Clerk.

Privilege of the floor was extended to William Lamy, DPW Superintendent, who advised that the portions of the budget to be discussed in this meeting were Codes A.1620 (Buildings), A.1621 (Building #11, WIC [Women, Infants and Children's Program] Building) and A.1623 (Municipal Center Annex). Mr. Lamy distributed copies of the proposed 2008 DPW Budget, a copy of which is on file with the minutes.

Mr. Lamy began the Budget review and referred to page A of the Budget binder. He apprised Code A.1620 (Buildings) reflected a 2008 request of \$1,473,556 as opposed to the 2007 appropriations of \$1,487,928, a decrease of \$14,372. He noted Code A.1621 (Building #11) reflected a 2008 Department request of \$62,258 as opposed to the 2007 appropriations of \$61,898, an increase of \$360. Mr. Lamy added that Code A.1623 (Municipal Center Annex) reflected a 2008 Budget request of \$246,536 as compared to the 2007 appropriations of \$251,275, a decrease of \$4,739.

Mr. Lamy referred to page 3 of the 2008 proposed Budget binder. He noted under Regular Salaries (A.1620.110), he had listed the employees in positions that were currently on the payroll and he had verified that the salary amounts were accurate. He noted the Overtime (A.1620.120) showed that \$30,900 had been appropriated in 2007, and based on events that had occurred over the last year and his evaluation of overtime in order to take care of actual expenses, he was requesting \$40,000 for the 2008 Budget.

Mr. Mason entered the meeting at 11:15 a.m.

Mr. Caimano referred to Other Equipment (A.1620.260) and noted there was a significant increase in the 2008 request of \$15,519 as compared to the 2007 appropriations of \$2,389. He questioned what that was for and Mr. Morehouse directed the Committee members attention to page 7 of the Budget binder. He explained the items listed on that page were replacements of old equipment, with the exception of a couple of new items. One of the new items, he said, was a portable air conditioner at a cost of \$800, which would be a valuable addition to the County. He added another new item was the exhaust fans at a cost of \$500 and that request was due to the air quality issues the County had been experiencing within the different buildings of the Municipal Center campus.

Mr. Caimano advised he was looking for an even budget request or a slightly decreased budget request for 2008. Mr. Haskell questioned if there was any way to reduce the number of employees in that Department in order to reduce the Budget request. Mr. Lamy replied with regard to any vacant positions listed within the DPW Budget, he was currently in the process of interviewing individuals to fill those positions. Mr. Haskell added he did feel that the DPW was understaffed; however, he said, he would be asking every Department of the Committees that he was a member of if there were any employees that could be cut.

Mr. VanNess expounded that in reviewing the 2008 proposed Budget, even with the request for the \$10,000 increase for overtime, there was an overall decrease of approximately \$9,000 for the Buildings and Grounds Division and Mr. Lamy affirmed.

Judy Johnson, Fiscal Manager, referred to page 9 of the Budget binder and noted that this page reflected the amounts of anticipated revenues for 2008.

Motion was made by Mr. VanNess, seconded by Mr. O'Connor and carried unanimously to approve the proposed 2008 Budget as presented, authorize the Committee chairman to sign it and refer the same to the Budget Officer.

Mr. Lamy apprised there was an RFP (Request for Proposal) that had gone out for the Energy Performance contract to do an evaluation on the heating system at the new DPW Shop in Warrensburg. He further stated that the bid should be opened on September 13, 2007 and he was requesting approval to award the contract to the lowest responsible bidder for the September 21, 2007 Board of Supervisors meeting.

Ms. Johnson stated approximately \$38,000 had been expended to date for the current air system.

Motion was made by Mr. VanNess, seconded by Mr. Geraghty and carried unanimously to award the contract for the Energy Performance evaluation of the heating system at the DPW Shop in Warrensburg to the lowest responsible bidder. The necessary resolution was authorized for the September 21, 2007 Board meeting and a copy of the resolution request form is on file with the minutes.

There being no further business to come before the Committee, on motion by Mr. Champagne and seconded by Mr. O'Connor, Mr. Haskell adjourned the meeting at 11:36 a.m.

Respectfully submitted,

Nicole Livingston, Deputy Clerk